

Throop and Holdenhurst Village Council
FULL COUNCIL MINUTES

28th September 2022 – 7:00pm

Village Hall, Holdenhurst Village Road, Dorset BH8 0EE

Present: Cllr S R Fisher (Chair), Cllr N J Corcoran (Vice Chair), Cllr T Blackmore, Cllr N J Corcoran, Cllr J-A Houldey, Cllr. L W Sabih and Cllr M J Waters

P Biles (Clerk)

Public attendance- 13

1. Welcome from the Chair (182/22)

The Chair welcomed everyone and expressed condolences on the death of the Queen.

2. Apologies for Absence (183/22)

Cllr P Hall gave his apologies

3. Announcements (184/22)

1. Throop Road – New Path between Woodbury Avenue to opposite the entrance to Longbarrow Allotments has been installed.
2. Throop Weir Footbridge to be closed on 26th September for approximately 3 to 4 days for essential works to replace the anti-slip surfacing. This work is weather dependent, and the Contractor will endeavour to complete the works as quickly as possible. Advance notice signs will be placed on site to notify the public.
3. BBC's Escape to the Country team asked for permission to film in the Longbarrow, permission granted.
4. Martin Whitchurch. Strategic Lead Greenspace & Conservation Environment BCP. Has been invited to THVC next meeting on the 23rd November 2022. If anyone has any questions for Martin regarding the SANG/Hicks Farm, please email the clerk, clerk@throopholdenhurst-pc.gov.uk, with the questions to be forwarded to Martin so he can answer them on the night.

4. Declarations of Interest (185/22)

None.

5. Minutes of Previous Meeting (186/22)

Minutes of 20th July 2022 were agreed by council and signed by the Chair.

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6. Public Questions (187/22)

1. Gas Light at Holdenhurst Village Hall not working and has been reported to BCP. Awaiting response.

2. Community Energy

A public question has been received regarding exploring the possibility of community energy.

'..... Is this something the parish council has considered? Either through a community owned solar/wind farm or a community bulk purchase of individual solar panels?'

CLlr N J Corcoran (Vice Chair) explained that THVC don't own any land so any such project will have to be in conjunction with BCP however we could look to incorporate the suggestion in the surveys which will be put out for the Neighbourhood plan preparation.

3. Mar-Key site on Throop Road

A public question was received and passed onto BCP regarding the development at the Mar-Key site on Throop Road.

'..... raise this as a provisional concern that the development at the Mar-Key site on Throop Road is causing concern to local residents.

There is a very large construction on site that looks of a permanent fixture. We are concerned that there is nothing on planning on this and it is impacting on the immediate vicinity and the local green belt area'.

Response from BCP (23 September 2022)=

' I have visited the site and spoken with the Chairman of the Mar-Key-Group, Mr David Tabb.

He has said that the structure is temporary and is there to show a potential client.

He has 28 days before he will be required to make an application for a temporary structure.

I will put a note in my diary to revisit the site in 28 days' time. (21/10/22)

Please can you inform the concerned residence that the structure is not permanent and that it is a temporary structure.'

7. Democratic 15 minutes (188/22)

1. Throop Road – New Path between Woodbury Avenue and the entrance to Longbarrow Allotments- Shouldn't the area in front of 'the cattery' be paved, uneven surface at present and the area tidied up? The Clerk to write to BCP and enquire how the site will be finished and how they plan to deal with the 'blind' corner.

2. There are some trees that are overhanging across the footpath to the wooded area near the junction of Lavender Road and Broadway lane that require pruning to allow easier access. The Clerk to write to BCP to request that the trees concerned are pruned sufficiently.

3. Throop Mill- comments made around the fact that the Mill has been advertised for rental. It was stated that it is privately owned and there are no planning issues THVC are aware of.

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4. Number 5 Holdenhurst road- concerns about the parking situation in the planning which wasn't noticed as the amendment wasn't seen. The clerk to seek advice from BCP if anything can be considered regarding creating off road parking for one vehicle.

8. Matters Arising from Previous Meeting (189/22)

1. Holdenhurst Notice Board is nearing completion, installation to be arranged with BCP.

2. The War Memorial fund now stands at £3107.73. Further funding is being sought. Many thanks to Bill Clark for raising a total of £781.50 for his sponsored walks and John and Carol Loader for raising £131.50 selling ice creams.

It was noted the John and Carol Loader are now organising a clothing collection to do car boot sales to raise funds for the War Memorial.

3. The plaques for the Jubilee trees have been ordered. The planting of tree at Throop Duck Pond has been progressed and tree ordered by the Clerk as planting season is approaching (111/21).

The clerk has also facilitated the purchase and installation of an additional tree in memory of HRH Queen Elizabeth II on behalf of an anonymous benefactor who contacted Cllr J-A Houldey. (£200 has been donated to cover the costs - Donations can be received by the parish council under Section 139 of the Local Government Act 1972).

The tree to be planted alongside the Jubilee Tree to be planted this planting season. A plaque may be purchased by private means.

4. Declaring a climate emergency- To be incorporated into the neighbourhood plan working group.

5. Working at home allowance- The Clerk confirmed his eligibility for the scheme and is now receiving the allowance.

9. Clerk Report (190/22)

THVC satisfactorily concluded the Annual Governance and Accountability Return and has posted the conclusion notice in line with regulations. [THVC-Notice-of-Conclusion-of-Audit-Year-End-31st-March-2022.pdf](#) ([throopholdenhurst-pc.gov.uk](#))

VAT claim back- we have received, into our bank, our first VAT claim of £471.77 and the reference number to allow us to claim online.

The Bank reconciliation has been conducted, balanced and posted on the THVC website. [Expenditure-THVC-Bank-Rec-Sept-22.pdf](#) ([throopholdenhurst-pc.gov.uk](#))

A Cost v Budget report has also been produced and published on the website for information and transparency. [Expense-v-Budget-22-23-report-sept-2022.pdf](#) ([throopholdenhurst-pc.gov.uk](#))

10. Option to opt out of the SAAA central external auditor appointment arrangements (191/22)

Councillors to consider the distributed communications, regarding the option to opt out of SAAA central external auditor appointment arrangements and resolve to remain opted into the central procurement of external auditors.

Proposed by Cllr J-A Houldey, Seconded by Cllr N J Corcoran. Vote – Unanimous.

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11. Allotment update (192/22)

1. Lease- The clerk has contacted Weller Hedley's (Wellers Law group) in respect of drawing up the lease, complete with the Allotments committee's additional requests.

Weller Hedley's estimate costs for dealing with the matter are in the region of £1,250 to £1,750 plus VAT, provided the matter were not to become unusually protracted.

A further 2 quotes from different solicitors to be received.

Councillors to instruct the Clerk to obtain 3 quotes and resolve to delegate authority to the clerk to accept the best value quote and engage the solicitors to proceed with the lease if within budget (£2000).

Proposed by Cllr. L W Sabih, seconded by Cllr N J Corcoran. Vote – Unanimous.

2. Unique Fire & Security Ltd , who maintain fire extinguishers , need to conduct fire extinguisher maintenance at the allotment imminently. THVC are responsible for the charge (£65.00 + VAT).

12. Neighbourhood Plan Working Group Update (193/22)

Prior to commencement of the Neighbourhood Plan it has been agreed that all Councillors undertake suitable training to enable a better understanding of the requirements and process of creating a suitable and effective Neighbourhood Plan. The clerk is arranging the training with the support of DATPC.

Training to be held on Thursdays, to be arranged in the next 2 months. Options to be given by DATPC ,most likely be 18:00 to 20:00 x 2. Councillors to agree on the preferred two evenings. The training will be 4 hours in total but spread over two sessions. The cost will be between £700-800.

(Note-Currently £836 in budget available for training).

Cllr N J Corcoran explained the process and importance of creating the neighbourhood plan in such a unique area.

13. SANG Working Group Update (194/22)

Leader will be a named councillor supported by other councillors and local experts and interested parties.

The purpose of this working group is to meet together and regularly set up meetings with BCP officials to ensure that the spirit and letter of the planning permission granted in 2021 is delivered correctly.

To ensure that overlapping issues with the development of Hicks Farm and the proposed cycle highway are appropriately highlighted.

The clerk will be kept informed.

The Chair stated that THVC had a meeting with BCP earlier in the day and that BCP's heritage lottery bid for Hicks Farm development was unsuccessful. Further meetings will be held between BCP and The Lottery Committee to find a resolution. THVC are pressing for an accurate baseline for biodiversity with BCP.

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14. Communication Working Group Update (195/22)

Joint leadership of one Councillor and the Clerk and to be supported by other councillors and specialist support .

The working group shall be responsible for THVC communications, including the web site and other approved social media and will meet regularly.

All communications will be fully compliant, informative, and up to date.

Web site – hosted by Aubergine -shall contain:

- The formal business of THVC
- Community information / events etc
- Data base for communications
- Survey facilities to illicit local THVC opinion

Cllr J-A Houldey was voted in as leader for the Communication Working Group.

15. Hicks Farm Working Group Update (196/22)

The Clerk has written to BCP regarding the consultation process to ensure THVC, as a statutory consultee to BCP, is included in the planning of the Hicks Farm project.

(Business Plan for National Lottery Heritage Fund Development Stage Application – NL-21-00212 to be put on web site with the meeting documents)

16. Holdenhurst Village Working Group Update (197/22)

The Leader of this Working Group will be a Councillor, currently Councillor Laith Sabih. To be supported by other Councillors, local experts and interested parties as required and by invitation.

The purpose of the group is to be the first respondent and information source for any relevant planning applications, BCP or other organisational activity proposed, planned or mooted for Holdenhurst.

Particular attention to be paid to Wessex Fields, A338 expansion / flyover plans. Whilst part of this is not within the Parish it will have a huge effect on the Parish so is deemed as highly relevant and the newly announced Richborough Estates planning- promotion agreement.

The Clerk will be kept informed.

17. Community Asset Transfer (198/22)

Councillors to resolve to set up a working group to study and complete the consultation document, present to council for agreement and subsequent submission to BCP.

Cllr S R Fisher to lead the group.

Proposed by Cllr N J Corcoran, seconded by Cllr S R Fisher. Vote- Unanimous.

An extension to the closing date (Currently 13/11/22)for the consultation document had been requested to allow time in THVC meeting schedule. BCP kindly confirmed they have extended the consultation to November 25th, 2022, to allow completion and submission of the document.

Meeting closed at 8.30 pm

Signed.....